

COORDINATED HUMAN SERVICES TRANSPORTATION PLANNING

CHAIR – SUSAN JOHNSON · VICE CHAIR – RYAN MARSHALL · PLANNING MANAGER – CURT HUTCHINGS

MINUTES

Coordinated Human Services Transportation Planning

Committee Meeting

May 22, 2013, 1:00 pm

Five County Association of Governments

1070 W 1600 S Bldg B, St George, UT

MEMBERS IN ATTENDANCE

Ms. Donna Chynoweth
Ms. Christine Holiday
Ms. Tamara Nay
Ms. Susan Johnson
Ms. Launi Schmutz
Ms. Sherri Dial

REPRESENTING

Garfield County Council on Aging
Washington County Council on Aging
Cedar Area Transportation Services
TURN Community Services
WCSD Transportation Director
Community Action Program Director

MEMBERS ABSENT

Ms. Pam McMullin
Ms. Connie Lloyd
Ms. Fayann Christensen
Mr. Ryan Marshall
Mr. Greg Bartholemew
Mr. Dennis Broad
Mr. Mike Earl
Mr. Neal Smith
Ms. Carrie Schonlaw
Mr. Todd Edwards
Mr. Jeff Turek

REPRESENTING

Beaver County Council on Aging
Iron County Council on Aging
Kane County Council on Aging
SunTran Manager
Dixie Applied Technology College
Department of Workforce Services
Red Rock Center for Independence
Southwest Center for Behavioral Health
Five County AOG Human Services Director
Washington County
Washington City

OTHERS IN ATTENDANCE

Mr. Levi Roberts
Mr. Curt Hutchings
Ms. Robin Erickson

REPRESENTING

Five County Association of Governments
Five County Association of Governments
Utah Clean Cities

I. Welcome and Call to Order

Chair Ms. Susan Johnson was not present at the beginning of the meeting. Those present supported Mr. Levi Roberts to act as Chair Pro Tem. Mr. Roberts welcomed all and declared there was not a quorum.

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II. Approval of January 15, 2013 Minutes

The Minutes of January 15, 2013 could not be approved because there was not a quorum present.

III. COA Director Reports

- A.** Ms. Donna Chynoweth reported that the Garfield County Senior Center continues to do their best to transport their seniors to medical appointments, shopping, and field trip days. Each of the three centers in Garfield County tries to go on a field trip once a month. They are usually full every time they go out. Trips are scheduled two months out and the schedule is posted in the local newspaper.
- B.** Ms. Christine Holliday shared that the Washington County Senior Center is still very busy transporting seniors. They have had some mechanical difficulties with the wheel chair lifts not working on some of the buses. They can get the repairs fixed at their own garage if they can just get the correct parts. Otherwise they have to take the buses to Las Vegas for repairs warrantied through Ricon. Ms. Holliday suggested that Mr. Roberts contact Mr. Vince McFadden regarding the repair details.

Mr. Roberts reminded the Committee members of an action item suggested at the last CHSTP meeting – that of writing a letter to the Utah Department of Transportation (UDOT) explaining the difficulty of getting warrantied maintenance work done locally. The closest place to get Ricon warranty work done is Las Vegas. The other option is going all the way to Salt Lake City. Mr. Roberts will follow up on the letter after contacting Mr. Neal Smith who has had difficulty getting repairs done as well.

Enterprise City is still transporting seniors twice a month between Enterprise and St. George. There is a new driver for the Hurricane bus. The Hurricane bus picks up people in LaVerkin and drives out to Springdale twice a week for lunch and activities. The Hurricane bus goes to St. George once a week for medical appointments and shopping. They also have field trips to places like Tuacahn and the Bumbleberry Playhouse.

Ms. Susan Johnson arrived and Mr. Roberts turned the meeting over to her to chair.

IV. Transit Director Reports

Ms. Tammy Nay of CATS announced that Mr. Ryan Marshall of SunTrans has taken a position in Cedar City and will be supervising the Cedar Area Transit System (CATS) now. Mr. Roberts attended a recent Iron County Transportation Advisory Board meeting, along with Ms. Susan Johnson and Ms. Connie Lloyd. Ms. Nay said it was a very good meeting and thanked those who attended.

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Ms. Nay is still waiting for a new bus to be delivered. It has been built and is in Salt Lake City, but certain features of the bus did not meet compliance requirements and those items are being fixed. CATS has a real need for this new bus as their other two buses have over 200,000 miles on them. They hope to receive the new bus by summer. CATS currently employs eight drivers and they are meeting soon to discuss needed improvements along their routes. They will also analyze the current routes and stops for usage.

Ms. Schmutz mentioned that there will be a Ricon training workshop being held in Park City in June. Ms. Schmutz was not sure if the training provides actual certification. Ms. Holliday would like more information on that training.

Ms. Nay also reported that the CATS drivers can no longer pick up riders who wave for the bus in between stops. There was an incident between some riders and a driver regarding this change, but no formal charges of misbehavior were filed. A Committee member asked if the CATS buses have cameras on them and Ms. Nay said they do not.

V. **Mobility Management Report**

A. Action Items Follow-up by Mr. Roberts

1. Google Directions

The required legal paperwork still needs to be completed by the City of St. George legal department.

2. Travel Training

Mr. Roberts has scheduled an initial training in St. George for June 20th, for new volunteer trainers enrolled through the Volunteer Center of Washington County. Mr. Roberts has requested agencies with possible trainees to get him a list of candidates. He specifically mentioned TURN Community Services and SunTran, and Ms. Schmutz suggested the Special Needs department of the Washington County School District. This initial training will be primarily for utilizing the SunTran system only.

3. Bryce Canyon Van Pools

UTA has completed a contract for providing vans for carpooling from Panguitch City up to Bryce Canyon City and this service is very close to beginning. Mr. Ron Harris is the main contact for this program. Ms. Donna Chynoweth wants to continue to participate in making this happen.

4. Ivins City SunTran Route

A SunTran route to Ivins City is still “in the works” but the City of St. George needs to approve the additional route. Ivins City Council has already approved the addition of the service. This is a five year agreement. Santa Clara City may consider joining in on the services in the future.

5. Warranty Issues

Mr. Roberts is waiting to hear back from Mr. Neal Smith before composing a letter to UDOT Public Transit Team (PTT) regarding the challenges of getting repairs warranted under Ricon taken care of in the Five County area.

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B. URSTA Conference Information

Mr. Roberts just attended an Urban and Rural Statewide Transportation Association (URSTA) conference in Price City, Utah. Funding for the UDOT PLL #5310 program has been cut back to only approximately \$200,000 for the entire State. It can be used for operational funds as well as capital purchases now. There is a new program, #5339, available for financing bus facilities and bus replacement.

C. Mobility Management Brochure

UDOT PLL has provided a new Mobility Management brochure to outline the economic benefits of mobility management and includes a specific section on southwest Utah. Mr. Roberts asked for suggestions as to how this brochure can be utilized in the Five County area.

Ms. Sherri Dial pointed out that the Division of Services for People with Disabilities (DSPD) is the State agency that funds many of the other agencies listed on the brochure and that it would be better to remove DSPD from the brochure because it is a managing agency. It may be past the time available for editing and re-printing.

VI. Work Group Progress Reports

A. Insurance Issues

Ms. Johnson reported that since the last CHSTP meeting she has visited some Senior Centers to discuss the benefits of sharing ridership, especially in the more outlying areas.

Mr. Roberts suggested that before the next school year begins, there is time to work with the School District to coordinate some routes where TURN could give rides to some of the students instead of those students using a school bus. Ms. Schultz suggested that she provide Ms. Johnson with the names and addresses of students expected to need rides for the upcoming school year so that Ms. Johnson can see if some of the students could be picked up by TURN vehicles rather than by a Washington County School District bus. TURN will need to see the home location of these individuals and to draft some ride cost calculations.

B. Travel Training

Ms. Johnson reported that many of the individuals with disabilities in her program, TURN Community Services, have learned how to use public transit (SunTran) and no longer require rides through TURN. This saves money for both TURN and the State of Utah. As a result, TURN has been able to eliminate one van route and reduce half of TURN's gas costs.

C. Bus Shelters

Mr. Roberts reported that Mr. Greg Bartholomew from the Dixie Applied Technical College is concerned that their construction program might not be available next year. If it is not, then they will not be able to help build bus shelters. The Sheriff's

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Office once offered assistance in the building of bus shelters and might still be available as a labor resource.

The 20% local match needed to purchase the bus shelter materials has still not been identified. The plans for the shelter have already been approved and locations have been identified. Ms. Robin Erickson from Utah Clean Cities made some suggestions for sources of funding or construction assistance, such as the Association of General Contractors or the Home Builders Association. In Cedar City the Lions Club helped install pre-built bus shelters.

VII. Coordinated Plan Update Discussion

A. Feedback from Draft

Mr. Roberts provided all members with a draft of the Committee's Coordinated Plan. Mr. Roberts is seeking feedback from Committee members and wants to be able to adopt the plan at their meeting scheduled for the July CHSTP meeting.

Ms. Holliday pointed out under #3 "More Predictable Hours Scheduled" that the plan states that trips from Senior Centers are not on a regular schedule. Ms. Holliday pointed out that all the centers have schedules. The Washington County Senior Center has a definite schedule.

Also under #6 "Connections from Roads to Urban Centers", Ms. Holliday noted that there is a regularly scheduled route from Enterprise City to St George. Also, the Hurricane Senior Center does provide regular trips to St. George medical appointments weekly.

Mr. Roberts intends to be more specific under the "Needs" sections to point out which issues apply to which counties.

Under "Demographics", Washington County is not listed and Garfield County is listed twice.

Ms. Johnson spoke her appreciation for the work that Mr. Roberts has done on the Coordinated Plan and the data he has collected. Of special interest to her is the number of people who do not have cars, who need public transportation, and who want the current transit systems expanded. A location of particular interest and need is WalMart.

Ms. Dial pointed out how difficult it is to get elected leaders to understand just how great the need is for additional transportation options.

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B. Review and Prioritize Strategies to Pursue

1. Need: To provide a central directory of information
Strategy: To use the existing 2-1-1 system as a referral system. A workgroup of Mobility Managers throughout the State have formed to try and keep 2-1-1 updated.
2. Need: Ride Sharing and Vehicle Sharing
Strategy: To continue developing partnerships, like the Washington County School District and TURN Community Services.
3. Need: Van Pool Services
Strategy: Monitor Bryce Canyon City van pool program; extend UTA services or create a regional van pool service similar to UTA in the Five County area.
4. Need: Flexible Travel Vouchers
Strategy: These could be used for a private volunteer driver or a taxi service or transit if available. Match funds could come from private entities, different state agencies, or federal agencies. Federal Transportation Administration (FTA) match funds are available but Mr. Roberts was unsure if the match rate is 50%-50% or possibly 80%-20%. FTA allows for matching funds from other federal or state agencies, such as Social Services Block Grant (SSBG) funds.

Ms. Schmutz was concerned about the drivers being reputable and if there was liability coverage. She also pointed out how many working people are having trouble getting transportation to their places of employment. There was great interest among the members of the CHSTP Committee and Mr. Roberts will find out more information.
5. Need: Travel Training
Strategy: Previously addressed in this meeting
6. Need: Route Expansion of Existing Transit
Strategy: A route to Ivins was previously addressed in this meeting. The bus cannot be purchased until St. George City and Ivins City have both approved it. Buses are currently taking up to 18 months to build.
7. Need: Expansion of Paratransit Service Area
Strategy: SunTran paratransit only services within ¾'s of a mile off of an existing transit route which is the Americans with Disabilities Act (ADA) minimum requirement. Program #5310 operational funds could be used to extend the paratransit service area.

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With the new MAP-21 transportation bill, applying for FTA grants has returned to an annual schedule. It was suggested that 5310 operational funds might be the highest priority. Ms. Schmutz pointed out that this funding might be needed to continue to pay for a Mobility Manager. Mr. Roberts shared that UDOT PTT is still working on a new Utah State Management Plan. Funding sources for Mobility Managers is currently being considered at the State level.

Ms. Erickson questioned if uCARE would consider helping pay for a Mobility Manager.

Mr. Roberts suggested that the 211 central directory and travel training be the priority tasks that the Mobility Manager focus on during the next several months.

Mr. Roberts is going to send out a draft of the Coordinated Plan and would like feedback by the end of June.

VIII. Other

- A. Next meeting to be held July 17, 2013 at 1:00 PM
at Five County Association of Governments
- B. Ms. Schmutz explained that with the new Health Care Act requirements, a number of her employees need to be reduced in hours. This creates a shortage of employees for the School District, and also provides less income for her workers. Ms. Schmutz is interested in connecting with other transportation companies or agencies to “share” part time employees to give those employees more hours and fill the need for more part time shifts. Ms. Schmutz needs fifty more employees.

The Washington County School District is considered a State entity. Ms. Holliday asked if working two part time positions for State entities would create a retirement benefit complication. Ms. Schmutz responded that retirement law has changed in Utah. She made a phone call to her director and was told that retirement and health care benefits would not be a problem.

Ms. Holliday said that her drivers are part time and some might want to work extra with the school district. The school district would provide the extra needed training, which is worth around \$1,000. They also need the patience and personality to deal with children. Ms. Dial suggested utilizing the Dixie State job fair/employment services.

- C. Ms. Dial shared that the annual Public Forums sponsored by the Community Action Program (CAP) of Five County Association of Governments will be held next week in Beaver County. CAP has already done surveys in the Five County area and the meetings will be follow ups to the survey feedback. This is different from other years.

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IX. Identified Action Items

- A. Mr. Roberts will write a letter to UDOT PTT regarding the difficulty of getting Ricon warranted bus repairs taken care of in the Five County area.
- B. There is a Ricon training workshop being held in Park City in June. Ms. Schmutz was not sure if the training provides actual certification. Ms. Holliday would like more information on that training.
- C. Ms. Chynoweth plans to support completion of the Bryce Canyon Car Pool agreement with UTA and would like to know when City Council meetings will be.
- D. Consider uses for the new Mobility Management brochure.
- E. Check if DSPD can be removed from the Mobility Management brochure.
- F. Provide TURN data on training clients to use public transit and the subsequent reduction of TURN's costs to Mr. Curt Hutchings so he can report the success to the United We Ride Committee. He would also like to report on what the school district and TURN work out for this coming school year.
- G. Pursue possible sources of funding or construction assistance, such as the Association of General Contractors or the Home Builders Association.
- H. Make changes in the Coordinated Plan according to CHSTP committee member feedback.
- I. Mr. Roberts will find out more information on flexible travel vouchers.
- J. Committee members would like to know the time frames for the FTA grant process.
- K. Keep in mind the need for part time drivers for the Washington County School District.

X. Adjourn

The meeting was adjourned by motion.